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MINUTES OF THE SEVEN SEAS CLUB COMMITTEE MEETING HELD ON TUESDAY 12 APRIL 2016 AT 15H30

PRESENT

Capt K. Wise
Capt C. Sharwood
Mr D.C. Le Roux
Mr D. Law-Brown
Capt T. Thiar
Lt Cdr L. Downes (ret)
Mr J. London
Mr D Viljoen
Capt G. Marlow (ret)

APPOINTMENT

Chairman
Vice Chairman
Honorary Treasurer
Honorary Secretary
Member
Member
Member
Member
Club Manager

APOLOGIES

Mr S. Gourley

Member

ITEM 1: WELCOME

The Chairman welcomed all present and opened the meeting.

ITEM 2: SUPPLEMENTARY ITEMS

The following supplementary items were tabled:

- a. AGM presentation material

ITEM 3: CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 15th of March 2016 were approved.

ITEM 4: MATTERS ARISING

The following matters arising from the previous meeting were discussed:

- | | |
|--|-----------------|
| a. Conversion of the Gas Fireplace. – Mr Gourley to report back on his investigation into more efficient gas jets at the next normal meeting. | Mr S Gourley |
| b. SARS Notification. – The Honorary Treasurer reported that no progress on this issue had been reported to date. The Chairman is to speak to Mr Theo van Zyl to try to get the treatment of the issue expedited. | Capt K. Wise |
| c. Positioning of the air curtain in the bar:- This issue is to be carried over to after the AGM. | All |
| d. Membership. – The Honorary Treasurer presented an analysis of the current membership. It was noted that we had lost a total of 46 members through the year, of which 8 had deceased, 16 had forfeited their membership due to non-payment and 22 had resigned. Current club membership totals 305 members. The Chairman is to address this issue in his report to the AGM and is to call for all members to support the introduction of new members. | Capt K Wise |
| e. AGM. – The AGM Notice of Meeting, Agenda and supporting documents were posted on the noticeboard and distributed to the members on the 24 th March 2016. | |
| f. Committee candidates for forthcoming year. – The Honorary Secretary presented the nomination forms and they were signed by the members present. | |
| g. Ancient mariner certificates. – Capt Sharwood reported that a number of certificates were still awaiting FOFs signature. He undertook to try to get these expedited. | Capt C Sharwood |

ITEM 5: MEMBERSHIP

No new memberships were awarded.

ITEM 6: REPORTS BY SUB-COMMITTEES**6.1 Executive.**

The Honorary Secretary reported that, to date, eleven clubs had formally confirmed the ongoing nature of the reciprocity agreements with the Seven Seas Club. Responses are still outstanding from eight clubs. Based on an initial approach in 2008, a new reciprocity agreement has been concluded with the Royal Canadian Military Institute in Toronto.

6.2 Military Liaison.

The RPC with the Submariners has been postponed as a result of their non-availability. A new date will be set once sailing dates have been finalised.

Capt C Sharwood
Capt G.R. Marlow

6.3 Facilities

Capt. T. Thiart had nothing new to report

6.4 Maintenance.

It was reported that a quotation had been received for the electrification of the gates to the club parking area and that it was too high. This issue is to be investigated further after the AGM.

6.5 Entertainment.

The Quiz evening on the 20th April is to be postponed to next month. It was also noted that the attendance of these evenings was declining and the reasons for this are to be investigated.

Mr J London

6.6 Club Sports.

The singles snooker championship has progressed well and the finals are to be played on Saturday 16th April between John Butler and Tim Wilkinson. The date of the finals of the plate section of the competition is still to be determined.

6.7 Fundraising

Nothing was reported/discussed.

6.8 Corporate Events

Nothing was reported/discussed.

ITEM 7: TREASURERS REPORT

The treasurer presented the following report which was accepted by the Committee;

Summary Income Statement – March 2016

Last Year R		Budget R	Actual R	Variance	
				R	%
38 391	Sales	44 000	47 018	3 018	6.9%
(20 273)	Cost of Sales	(23 760)	(24 962)	(1 202)	-5.1%
18 118	Gross Surplus	20 240	22 056	1 816	9.0%
47.2%		46.0 %	46.9%		
36 789	Other Income	35 400	38 285	2 885	8.1%
54 907	Total Gross Surplus + Other Income	55 640	60 340	4 700	8.4%
(67 063)	Expenditure	(52 056)	(50 676)	1 379	2.6%
(12 156)	Net Surplus / (Deficit)	3 584	9 664	6 080	169.6%

7.1 Sales:

- a. After a slow start, sales picked up later in the month to eventually exceed budget by R3 018. Two successful private functions contributed favourably to this excess.
- b. A surplus of R 22 056 was realised by these sales, which was an improvement against budget, by R1 816.

7.2 Other Income:

Unbudgeted payments from Messrs Duncan and de Jager, for the hire of the Club's facilities for their private functions, together with the sale of t-shirts and some surplus Club stock (scuttles), resulted in this favourable variance of R2 885.

7.3 Expenditure:

Total expenditure for the month amounted to R50 676. This was lower than budget by R1 379, mainly as a result of reduced repairs and maintenance requirements. This was however, partially offset by higher overtime and the purchase of Club t-shirts for stock.

7.4 Net Surplus / Deficit

A net surplus of R9 664 was realised in the month, which exceeded the budget of R3 584 by R6 080. A good month all round with bar sales up and costs down.

ITEM 8: CLUB MANAGERS' REPORT

8.1 Correspondence.

Letter received from SA Navy PRO Division at Naval Headquarters in Pretoria. Chief of the Navy's wife, Mrs Hlongwane has requested to host a lunch for Naval Spouses at the Club on Thursday the 21st of April 2016 for approx. 45 guests. This function was approved by the Committee.

8.2 Feedback on Functions.

Saturday the 26th of March 2016. Prof Jimmy De Jager's 80th Birthday party was attended by 70 guests and was a great success. Manager and Club Barmen were kept quite busy by the organisers, but all went well.

8.3 Forthcoming Functions.

The following functions were discussed and approved;

- a. South African National Defence College (SDSP) will visit the Club for drinks only on Wednesday the 20th of April 2016 from 16h00 until 19h00. Approx 60 guests.
- b. Mrs Hlongwane will host a lunch for 45 Naval Spouses on Thursday the 21st of April 2016. Catering by Neptune's Galley.
- c. Thursday 19th May 2016, provisional booking for AOC Function (Capt Alan Forrest) details to follow.

8.4 General

- a. The Club Manager received a visit from Mr Roy Isham, the owner of Classio Restaurant on St Georges Street (opposite the Club). He would like to propose a catering service to the Club to cover the times that Neptune's Galley is closed ie after 4pm until 9pm. Typical meals he can offer are pizzas, food baskets, burgers etc. He claims that he went to school with Heather Leslie and would like to compliment what Neptune's Galley does for the Club and not enter into any type of competition or opposition with them. The Committee agreed that Classios be allowed to submit a sample menu for consideration.
- b. The Club received a quotation from CMR as requested by the Chairman. The monthly cost of subscribing to CMR

would be between R360 and R450 depending on which optional services such as Helo lift etc is contracted. Given the infrequent use of such a service and the fact that CMR will still respond even if we have not subscribed, the Committee opted to remain with the pay per utilization and not subscribe for this service.

ITEM 9: CORRESPONDENCE

Nothing to report.

ITEM 10: SUPPLEMENTARY ITEMS

The following items were discussed:

- a. **AGM presentation material.** – The Honorary Treasurer ran through the slides that had been prepared for the AGM. These were agreed upon by the Committee.

ITEM 11: NEXT MEETING

The next meeting will be the AGM to take place at the Club on Tuesday, 22nd of April 2016 at 17h00.



**(D. LAW BROWN)
SECRETARY: MR**

These minutes are mandatory wef.....

**(K.B. WISE)
CHAIRMAN: CAPT**